



Indiana Professional Standards Board

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Memorandum

To: Members, Beginning Teacher Assessment Committee (BTAC)

From: Marilyn Metzler, Chair, BTAC

Date: June 20, 2003

Subject: Minutes of May 7, 2003 BTAC Meeting

Present: Joy Seybold, Jolene Schoenhoer, John Hill, Jim Freemyer, Theresa Knipstein Meyer, Marilyn Metzler, Robert Williams,

Others Present: None

Member Absent: Kim Clark, Pamela Komnick, Carol Potter

Staff Present: Robin Meyer, Judy Miller, and Nancy Carr

- I. At 9:04 Marilyn Metzler, Chair, convened the regular meeting. The following outline summarizes the main points of discussion.
- II. Approval of Minutes from March 3, 2003 meeting
Jim Freemyer moved approval of the minutes. Joy Seybold seconded the motion and the minutes were approved.
- III. Update of Plans for the Portfolio Scorer Training in June
Robin Meyer updated the committee on how things are progressing for June. There was discussion regarding people who were not able to attend due to the changing of the date. It was explained that the dates had been changed due to the cutoff date from the state auditors office in order to process vouchers for payment and that scoring will be in the second week of June.
- IV. Data from Mentor Training Programs
Robin Meyer supplied data regarding the enrollment for certified mentors by regions. She explained the different regions and the number of teachers in each

discipline. Judy Miller explained how the certain regions needed to have more mentor programs. It was discussed that we may try to get a teacher from one of these regions for Teacher in Residence (TIR) for the upcoming 2003-2004 school year. Judy Miller explained that a recommendation from this committee regarding mentor assignment was needed for her to take to the executive committee. The committee read the recommendation from April, 2002. There was discussion of why a department supervisor or administrator is not placed with a beginning teacher. Joy Seybold moved and Jolene Schoenherr seconded to take to the Executive Committee as written.

V. BTAP Mentor Payments

Judy Miller advised the committee on the state budget for the BTAP. The budget part for IPSB was discussed and it was explained what it would allow us to do. The release program was added back into the budget to help the school corporations. A motion was made that in order to promote student learning and provide support to the beginning teachers in the classroom, the committee strongly recommends providing release time during the school day for mentors and beginning teachers to meet visit and build collaborative relationships. It was decided that this will be for the upcoming 2003 –2004 school year and the committee will review the budget in the spring of next year for the 2004-2005 school year. Bob Williams made motion and Jim Freemyer seconded the motion to take this recommendation to the Executive Committee. Motion carried.

VI. Review if Status of Alignment between Mentor Standards and scoring Rubric

Jolene Schoenhoerr told the group that she had changes she had added that Joy Seybold had submitted. The committee will look at them at the next meeting.

VII. Next Meeting

Thursday June 26, 2003, 10 a.m. at the IPSB offices.

VIII. The meeting was adjourned at 10:35.